

SANDY CITY  
APPROVED POSITION SPECIFICATIONS

I.	<u>Position Title:</u> Transportation Technician I	<u>Revision Date:</u> 07/19
		<u>EEO Code:</u> Technician
		<u>Status:</u> Non-Exempt
		<u>Control No:</u> 30527

II. Summary Statement of Overall Purpose/Goal of Position:

Under the supervision and direction of the Transportation Supervisor, performs various technical duties pertaining to the maintenance and construction of city traffic control devices.

III. Essential Duties:

- Build, install, and repair traffic control devices as well as school zone flashers and radar boards.
- Resolve problems with visibility of traffic control devices.
- Ensure work zone compliance by contractors and city crews with MUTCD, federal, state, and local traffic laws and standards.
- Set up MUTCD work zone traffic control devices.
- Install pavement markings, including cross-walks, symbol stenciling, and pilot line streets before striping.
- Use a computer system and software to design street signs as well as other specialty signs.
- Updates computer programs as needed.
- Set traffic counters and download the information for analysis.
- Using a laptop computer, maintain an accurate inventory of city-owned signs in the GIS database and City Works.

IV. Marginal Duties:

- Participate in snowplow operations, as needed.
- Fill out work orders and reports.
- Perform other duties as assigned.

V. Qualifications:

**Education:** High school diploma or equivalent.

**Experience:** One year related experience; may substitute any equivalent combination of education or experience.

**Certificates/Licenses:** ATSSA, IMSA, UDOT or other equivalent entity work zone certification (Traffic Control Technician) and Commercial Driver's License (CDL), or the ability to acquire within 6 months; valid Utah Driver's License is required.

**Probationary Period:** A one-year probationary period is a prerequisite to this position.

**Knowledge of:** Transportation tools, machines, and equipment used in the construction and maintenance of City streets and infrastructure, OSHA safety and traffic engineering standards, general construction practice and procedure, traffic engineering standards and principles; sign management and design systems.

**Responsibility for:** The care, condition, and use of materials, equipment, and tools. Daily tasks require the exercise of discretion and independent judgment that could affect the safety of co-workers, motorists, and pedestrians.

**Communication Skills:** Ability to professionally furnish and obtain information from other departments.

**Tools, Machine, Equipment Operation:** Regular use of a sign machine, computer, copier, traffic counters; paint sprayer, drill press, and various hand tools. Seasonal operation of heavy equipment, including snow removal equipment.

**Analytical Ability:** Communicate effectively and follow verbal and written instructions; prioritize tasks; work independently with minimal supervision.

VI. Working Conditions:

*Physical Demands:* Great physical exertion is required on this job; frequent lifting of up to 50 lbs; constant stooping, kneeling and bending. While performing duties of job employee will moderately communicate with others.

*Work Environment:* Moderate mental effort is required daily with frequent exposure to stress from deadlines, and working with other departments. Job entails regular exposure to cold, heat, dust, fumes, noise, and traffic hazards; some seasonal overtime and/or weekend work is required. Some long hours operating heavy equipment may be required.

The above statements are intended to describe the general nature and level of work being performed by the person(s) assigned to this job. They are not intended to be an exhaustive list of all duties, responsibilities, and skills required of personnel so classified. The approved class specifications are not intended to and do not infer or create any employment, compensation, or contract rights to any person or persons. This updated job description supersedes prior descriptions for the same position. Management reserves the right to add or change duties at any time.

DEPT/DIVISION APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

PERSONNEL DEPT APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_